

**EXECUTIVE COMMITTEE**  
**THURSDAY, JULY 9, 2020 5:00 PM**  
**DIAL IN NUMBER (US) 1-312-584-2401 MEETING ID: 1378275#**  
**OR**  
**HTTPS://CALL.LIFESIZECLOUD.COM/1378275**  
**PLEASE MUTE WHEN NOT SPEAKING**

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**Call to Order (5:00 PM)**

Members Present: Calandro, Erbes, Larkin, Mueller, Nehring, Peterson and Snyder

Also present: Josh Barringer, Gene Turk, Orval Rowe, Jennifer Lindsey, Robert Burns, Mary Beth Varner, Kenton Schafer, John Rendleman, Mitch Burdick, Liz Hunter

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**Approval of Minutes**

- I. [20-5140](#) Approval of June 4, 2020 Minutes  
A motion was made by Erbes, seconded by Peterson, to approve the June 4, 2020 minutes as presented. The motion carried by the following vote:  
Yes: 7 - Calandro, Erbes, Larkin, Mueller, Nehring, Peterson and Snyder
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**Chairman's Remarks**

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**Communications**

- II. [20-5145](#) Downstate Small Business Stabilization Program Update  
The County Administrator relayed the following to the committee, of which the Resource Coordinator has been working on:
- Community Development Block Grant: Downstate Small Business Stabilization Program
    - This grant is for local small businesses affected by COVID-19, up to \$25,000.
    - In order to best assist local businesses in applying for this grant the following has been done
      - Writing an easily understood 22-page application for businesses which includes general grant information, guidance on eligibility, information on how to fill out each section, a timeline for the grant's processing, frequently asked questions, submission instructions, a checklist of required documents, simple forms for required documentation.
      - A press release has been written and submitted to local newspapers
      - An eligibility checklist has been written so businesses can easily determine if they may apply
      - A grant subsection has been created on the County website and information on the grant as well as the application has been posted there.
      - Communicating with interested business owner's multiple times a week and helping them to prepare the appropriate documentation
        - Businesses with more immediate needs for funds have been provided information on and redirected to the Business
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Interruption Grant, for which they apply directly through the State

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**Internal Office Matters**

- III. [20-5141](#) August Calendar  
This item was informational only regarding the upcoming August committee meetings. Larkin noted he would try to find alternative places to meet for August so the committees and Board could meet in person and practice safe social distancing. Erbes agreed but mentioned that the place must be a cost effective alternative.
- IV. [20-5142](#) Resource Coordinator Update  
The County Administrator noted the following items that the Resource Coordinator has been working on for the past month:
- Rebuild Illinois Regional Economic Development Grant
    - This \$850,000 grant has been worked on with Greater Egypt Regional Planning and Development Commission and the Southern Illinois Airport Authority to get a new airport hangar. The following was done
      - A collection of documentation was compiled and sent to Greater Egypt
      - 55-page long grant request was created in conjunction with Greater Egypt and submitted to DCEO for review
  - Additional Programs
    - FEMA Public Assistance Program
      - County has begun requesting public assistance through FEMA to reimburse costs incurred as a result of COVID-19.
    - IRS Employee Retention Credit
      - County intends to move forward with applying for a tax credit for retaining employees during COVID-19.
    - Mantracon COVID-19 Disaster Relief
      - County has applied for grant-funded program to hire temporary employees for voting office whose positions are needed as a result of COVID-19.
    - Other programs which are being researched and hope to move forward on are the Payment Protection Program, Illinois Transportation Enhancement Program, and the Local Cure Program.

Mueller questioned whether receiving the Mantracon Grant would help pay for the the Resource Coordinator's salary. The County Administrator noted that while that particular grant would not, there was another alternative grant they were researching and applying for that would.

- V. [20-5143](#) Yearly Administrator Update  
Larkin asked the County Administrator to give an update of accomplishments and struggles of her position for the last year. Larkin noted that the Board had voted to create the County
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Administrator position to help modernize and streamline the processes and functions of County business. The consensus of the committee was positive and all were in agreement that the Board had made the right decision to create the Administrator position.

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### Computing Services

Larkin thanked Barringer for piecing together and building a computer for the new Animal Control Officer, which saved the County from having to spend money on purchasing a new computer.

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### Appointments

VI. [20-5144](#)

Open Appointments in July 2020 {23}

1. 708 Board Liaison (1)\*
2. 708 Board (3)
3. Animal Control Administrator (1)
4. Buncombe Water District (3)\*
5. Elverado Water District (3)
6. ETSB 911 (2)
7. Jackson County Housing Authority (1)\*
8. Jackson/Union Regional Port District (1)
9. Liquor Advisory Board (2)
10. Jackson County Mass Transit (2)
11. Orville Water District (2)
12. Southern Illinois Economic Development Authority (1)
13. Southern Most Illinois Tourism Bureau (2)

A motion was made by Peterson, seconded by Snyder, to approve recommendation to the full Board the appointment of William Heern to the Buncombe Water District. The motion carried by the following vote:

Yes: 7 - Calandro, Erbes, Larkin, Mueller, Nehring, Peterson and Snyder

A motion was made by Peterson, seconded by Snyder, to approve recommendation to the full Board the appointment of John Dickson to the Buncombe Water District. The motion carried by the following vote:

Yes: 7 - Calandro, Erbes, Larkin, Mueller, Nehring, Peterson and Snyder

A motion was made by Erbes, seconded by Calandro, to approve recommendation to the full Board the re-appointment of Teresa Doerr to the Jackson County Housing Authority. The motion carried by the following vote:

Yes: 7 - Calandro, Erbes, Larkin, Mueller, Nehring, Peterson and Snyder

A motion was made by Peterson, seconded by Erbes, to approve recommendation to the full Board the appointment of Christine Snyder as the 708 Board Liaison. The motion carried by the following vote:

Yes: 7 - Calandro, Erbes, Larkin, Mueller, Nehring, Peterson and Snyder

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### Old Business

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**New Business**

Larkin discussed with the committee the different options to pay off the Bonds that were used to fund the jail extension. These options would help save the County on interest. He noted that there would need to be a decision by the September Board meeting, and that he had tasked the Finance committee to discuss the options and make a decision to pass to the full Board for approval.

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**Executive Session**

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**Adjourn (5:33 PM)**

Erbes moved and Calandro seconded to adjourn, motion carried.